

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

FSIS NOTICE

62-16

8/30/16

2016 OPEN SEASON FOR FEDERAL EMPLOYEES' GROUP LIFE INSURANCE PROGRAM

I. PURPOSE

This notice provides information on the Federal Employees Group Life Insurance (FEGLI) Open Season from September 1, 2016 through September 30, 2016. During the open season, eligible employees may elect or change their life insurance coverage.

II. BACKGROUND

A. The FEGLI program provides term life insurance for Federal employees. The Office of Personnel Management (OPM) will hold an "open season" from September 1 through 30, 2016. During the open season, eligible employees may elect or change their life insurance coverage.

B. Elections made during the FEGLI Open Season have a one-year delayed effective date. Coverage you elect in the September 2016 FEGLI Open Season will be effective on the first day of the first full pay period on or after October 1, 2017, as long as you meet pay and duty status requirements.

C. In July 2016, OPM launched a special FEGLI Open Season web page at: www.opm.gov/FEGLIopenseason containing valuable resources such as:

1. Overview of the FEGLI Open Season, including enrollment instructions;
2. FEGLI Open Season video;
3. Answers to Frequently Asked Questions about the FEGLI Open Season;
4. Life Insurance Election form (SF 2817);
5. Designation of Beneficiary form (SF 2823);
6. FEGLI Premium Rates;
7. FEGLI Coverage Calculator (for enrollees who know their current enrollment and annual rate of pay);

DISTRIBUTION: Electronic; All
Field Employees

NOTICE EXPIRES: 9/1/17

OPI: OPPD

8. Benefits Administration Letters about the FEGLI Open Season; and
9. Link to a special FEGLI Open Season website administered by MetLife, the FEGLI contractor.

III. ELECTING OR CHANGING LIFE INSURANCE COVERAGE

A. To elect or to change coverage, employees are to complete Form SF-2817, *Life Insurance Election*, and be sure to enter the number 6 in box 6 "Number of Event Permitting Change", note on the form "FEGLI Open Season." Employees are to select the total amount of coverage desired (includes current coverage plus the new coverage).

B. Employees are to submit form SF-2817 it to the Human Resources office by September 30, 2016, via fax: (612 370-2062) or by mail to:

USDA FSIS HROD
BUTLER SQUARE WEST, SUITE 420C
100 NORTH SIXTH STREET
MINNEAPOLIS MN 55403
Attention: ESS-2016 FEGLI Open Season

C. No Change in Coverage. If employees are not making changes to their coverage, they do not need to complete the SF-2817.

IV. QUESTIONS

Refer questions regarding this notice to Human Resources at 1-800-370-3747, select option #3 or email Ask.Benefits@fsis.usda.gov.



Assistant Administrator
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